

University of Otago Medical School

MB ChB Interprofessional Collaborative Practice (IPCP) Sub-Committee

Terms of Reference

Purpose / Whāinga

The MB ChB Interprofessional Collaborative Practice (IPCP) subcommittee's overall goal is to ensure that:

- a) interprofessional collaborative practice (IPCP) learning outcomes in the MB ChB curriculum, as defined in the Curriculum Map can be met over the course of the MBChB for all students in conjunction with other health professional programmes and their students
- b) IPCP learning outcomes are achieved through successive, co-ordinated, high quality interprofessional education (IPE) learning activities in conjunction with other health professional programmes, ultimately constituting an IPE Longitudinal Curriculum that is completed over the course of the MB ChB degree.

Context:

Appropriate IPCP learning outcomes and their appropriate levels of learning for Year 2-6 pre-registration medical students are included in the Curriculum Map within the Professional Practice Domain. They were most recently defined and reviewed in 2020 by the IPE Director, Curriculum Map Lead and Convenor Professional Practice Domain.

Relationships / Hononga

The MB ChB Interprofessional Collaborative Practice (IPCP) subcommittee

- a) works together across ELM and ALM
- b) Works with campus-based IPE leaders.

The sub-committee is responsible to, and reports to,

- the MB ChB Curriculum Committee (MCC)

The sub-committee liaises with

- the MB ChB Programme Director, Deans/Associate Deans and module conveners at each site.
- with other sub-committees and working groups as required.

Functions and tasks / Mahi

1. Receive reports from, and liaise with the Division of Health Sciences Interprofessional Education (IPE) Centre - 'the IPE Centre', utilising the IPE Curricular and Quality Framework, to
 - a. Review (and periodically refresh and update) the IPCP outcomes currently being taught and learned; through which IPE learning activities and for which groups of students
 - b. Identify gaps in learning opportunities for some/all groups of students as necessary
 - c. Identify new opportunities for developing additional high quality IPE learning activities in conjunction with other health professional programmes as needed
 - d. ensure interprofessional education is integrated in a coordinated manner within the overall MB ChB curriculum.
 - e. Review where and how those IPCP learning outcomes are currently being assessed
 - f. Monitor assessment of IPE across the MB ChB programme in liaison with the MB ChB Assessment Sub-Committee.
 - g. Make regular reports and recommendations to the MB ChB Curriculum Committee.
 - h. Liaise with the Curriculum Map Sub-Committee, the Professional Practice Domain, and other domain sub-committees as needed to agree on curriculum outcomes of shared relevance.
2. The sub-committee has authority to :
 - a. Oversee, recommend and monitor learning outcomes, learning opportunities, learning resources and assessments as they relate to IPCP and IPE learning activities, utilising the IPE Centre's advice, support, monitoring and evaluation functions wherever possible and appropriate.
 - b. Represent the MB ChB programme in matters related to IPE as members of and in conjunction with IPE learning activity task groups. On occasion this may also involve working with District Health Board groups, other IPE education providers, and where appropriate, Hauora Māori health service providers and iwi.

Working methods / Huarahi whakatutuki

The sub-committee will meet regularly during the year, primarily by video or audio conference as preferred by the membership, but one meeting each year should be face to face if possible.

Quorum will comprise half the sub-committee, including at least one representative from Dunedin campus and either Christchurch or Wellington campuses. Each individual committee

member will be counted for quorum and voting by the role/s held. If quorum cannot be reached, the convener has discretion to proceed with informal meetings.

With the convener's prior permission, a nominee may attend for a committee member to ensure representation of a specific role, subject to meeting the committee's need for balance of skills and continuity of attendance.

When appropriate, a report of key points from each meeting will be provided to the MB ChB Curriculum Committee, including issues requiring consultation with other committees.

The sub-committee will develop and regularly review a schedule of goals and priorities, and review its membership and terms of reference annually.

The sub-committee will be supported by arrangement with Otago Medical School's central administration or, if required, the Division of Health Sciences IPE Centre administration.

Dates for the following year should be provided to the Otago Medical School central administration for inclusion on the central meeting schedule by 1 December.

Membership / Whakaurunga

- Director IPE Centre (Convenor)
- Director Early Learning in Medicine (ELM)
- Convener of the Advanced Learning in Medicine (ALM) Sub-Committee
- One IPE campus lead representative
- Convener, Domain Lead Professional Practice Domain Sub-Committee
- Ensure collective membership of the above positions includes at least one filled by someone from either the University of Otago Christchurch and/or University of Otago Wellington campuses. (The ELM Director is located on the Dunedin campus).
- If necessary an additional member may be co-opted to meet this requirement.
- Head, Education Support Services Unit (EDSSU)

Invited members (welcome but not expected to attend all meetings, to receive all documents but not counted in quorum)

- MB ChB Programme Director
- Convener MB ChB Assessment sub-committee
- Convener Curriculum Map sub-committee / Curriculum Map Academic Lead

As agreed with the Otago University Medical Students' Association, instead of student representation on this sub-committee, students' views are conveyed through their membership of school/campus curriculum sub-committees and the MB ChB Curriculum Committee

Appendix 1**Proposed current membership / Rārangī kaiwhakauru**

Current membership status	Name
Director IPE Centre (Sub-committee chair)	Associate Professor Eileen McKinlay (University of Otago, Wellington Campus)
Director ELM	Tony Zaharic (Centre for ELM University of Otago Medical School – OMS, Dunedin campus)
Convener, ALM Sub-committee	Associate Professor Rebecca Grainger, (OMS, Wellington campus)
IPE campus leader representative	Dr Linda Gulliver, (University of Otago, DHS, Dunedin campus)
Convener, Professional Practice Domain Subcommittee	Dr Simon Walker (OMS, Dunedin campus)
Head, Education Development and Staff Support Unit	Joy Rudland (University of Otago Medical School)

Invited member

MB ChB Programme Director	Associate Professor Phil Hider (Acting) (University of Otago Medical School)
Convener, MB ChB Assessment subcommittee	Dr Mike Tweed (University of Otago Medical School)
Convener, Curriculum Map subcommittee / Curriculum Map Academic Lead	Mr Jeremy Simcock (University of Otago Medical School, Christchurch campus) Acting